



Frequently Asked Questions

Q: I would like to attend the Bull Market, but it is my first time. Where can I get more information?

A: Please be sure to check www.usf.edu/bullmarket for the most up-to-date information. There, you can find specific dates for the Market, registration information, rules, and regulations. If you still have questions, feel free to e-mail us at bullmarket@usf.edu or call us at (813) 974-5309.

Q: Is there a cost to register?

A: There is no registration cost for select University Affiliates, Not-for-Profit Organizations, or USF Student Organizations. The pricing for Vendors, Student Vendors, and Departments is as follows:

	Single Day	Four Week Deal	Full Semester
Vendor	\$50.00	\$172.00	\$540.00
Student Vendor	\$30.00	\$60.00	\$200.00
USF Department	\$20.00	\$56.00	\$150.00

*Rates above do not reflect tax, which will be calculated and added to final price.

Q: What do I need to provide to be allowed to register for a spot?

A: The following documents are required, depending on your classification:

- **USF Student Organization:** Must be a registered club in good standing. Any listed organization in BullsConnect is an organization in good standing with the Center for Leadership and Civic Engagement. For more information about your specific organization, email orgs@usf.edu.
- **Vendor:** Business License issued by a county within the State of Florida; and/or City of Tampa Flea Market Vendor License; and/or Applicable Service License (e.g., legal assistance, car dealership)
 - My Florida: Click [HERE](#).
 - Hillsborough County Tax Collector: Click [HERE](#).
 - City of Tampa: Click [HERE](#).
 - Florida Department of Business & Professional Regulation: Click [HERE](#).
- **Not-for-Profit Organization:** Copy of tax exemption status letter

Q: When do I have to submit my business license and other forms?

A: Your reservation will be held for 72 hours to allow for submission of all documentation. Failure to do so will result in forfeiture of your space.

Q: How do I know whether my registration request was processed successfully?

A: When you visit the online Bull Market shop to register, you will receive an *initial* e-mail that serves as notification that your registration request has been received. Please note that this is **NOT** a confirmation! The Bull Market staff will review your registration request, and you may be required to provide further documentation that proves your status. Once we verify that the right documentation has been received and is on file, a second e-mail will be sent stating that your registration request

was processed successfully, and you are guaranteed a spot at the requested Market. In some cases, the Market may fill up before we are able to process your registration request. In that case, you will receive an e-mail stating that we are unable to accommodate your registration request and it has been cancelled.

Q: Can I sign up for more than one day?

A: Student Organizations and Not-for-Profit organizations must register for each Market individually. Vendors and USF Departments have the option to sign up for multi-week deals/registrations.

Q: Reservations were closed before I could register, is there a waitlist I can join?

A: Bull Market does not keep a waitlist. Please do not email or ask in-person for accommodations when the market has been closed. Please refer to the “Walk-Ins” section of your respective organization’s documentation for possible day-of accommodations.

Q: Why was my order cancelled?

A: In the cancellation e-mail you receive; a specific reason will be stated as to why your reservation request was cancelled. Possible reasons include that the Market filled up while your reservation request was still pending; required documentation is not on file, is inadequate or out-of-date; or the vendor to be represented is not allowed at Bull Market (e.g., bank, credit union, Coke competitors, etc.).

Q: My order was cancelled but it says my credit card was still charged. Will I receive my money back?

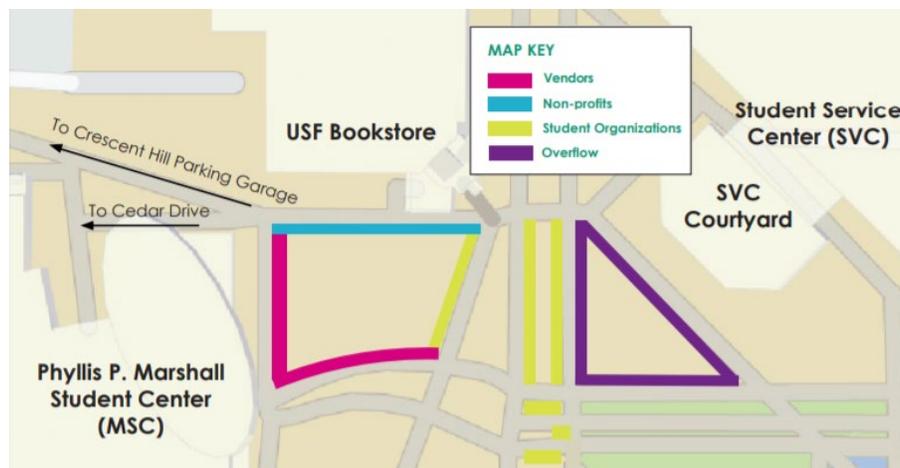
A: What you are likely seeing is an authorization hold. This is a pending charge that if not fulfilled on out end will eventually disappear. It can take up to two business weeks for the transaction to fully cancel and the hold to be released. If the hold is still present after two weeks, please call us and we will deal with the matter right away.

Q: Is a refund possible if I register successfully but ultimately cannot make it to the Market?

A: All sales are final.

Q: What day is Bull Market and how long does it last?

A: The Bull Market is held most Wednesdays during the Fall and Spring semesters. Be sure to check www.usf.edu/bullmarket for specific dates. The Market begins at 9:00 am and ends at 2:00 pm. It is recommended that registered participants arrive at least one hour prior to the Market start time to check-in. A specific table will be assigned upon arrival, according to the zone the participant belongs in.



Q: What will be provided to me when I arrive and check-in?

A: You will be provided with a table and two chairs. All other items must be brought by the participant. For more detailed information regarding Bull Market rules and regulations, be sure to check www.usf.edu/bullmarket.

Q: Do I have to come at 9:00am or can I come later?

A: Your space at Bull Market will be held until 10:30am. After this, you are no longer guaranteed a space.

Q: What is the size of a Bull Market table and spot?

A: The table is 6 ft. x 2 ft. x 3 ft., and the spot is around 8 ft. x 10 ft.

Q: Do you supply outlets and power cords if I need power?

A: No, but outlets exist in certain areas. Please be aware that we cannot guarantee those areas will be available when you arrive.

Q: Where is the Bull Market located?

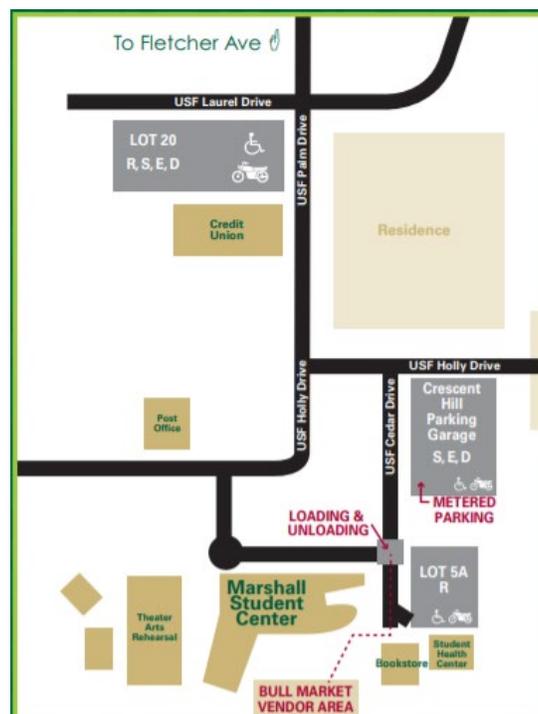
A: Bull Market takes place right outside the south side of the Marshall Student Center next to the Bulls Fountain.

Q: Where can I unload the items that I will be using during Bull Market?

A: You are encouraged to unload your items at the corner of USF Cedar Dr. and the Marshall Student Center. It is unwise to leave your vehicle unattended, as there is the possibility that it will be towed.

Q: Is parking free to those who attend/participate in the Bull Market?

A: No. Parking passes are not provided and must be purchased through Parking and Transportation Services. The daily parking rate for visitors is \$5.00. Pay stations can be found in most visitor parking lots and garages. The Crescent Hill parking garage is the closest and most convenient parking for Bull Market. Metered parking is also available around campus.



Q: If it is raining, will the Bull Market be cancelled? Do I get a refund if I am a vendor?

A: The Market will be cancelled the day before if unfavorable or inclement weather is imminent (e.g., hurricane.) Day-of cancellations will be made by 7:45 A.M. in circumstances when the chance of rain/storms is not clear until the morning of the Market. If Bull Market is cancelled, rainchecks will be issued to vendors that will allow for participation in a future Bull Market date of their choosing. Please note that the rainchecks must be redeemed within the same semester of the cancellation.

Q: What if I still want to come out, even though the Bull Market has been cancelled due to rain?

A: Coming to campus independent of the Market is considered soliciting. This is not handled or encouraged by Bull Market or the MSC and requires approval through the appropriate channels.

Q: I want to host a small event (fashion show, dance performance, etc.) during Bull Market. How would I go about doing this?

A: Please send an e-mail to bullmarket@usf.edu with all the details of the event (date, purpose, materials you plan to bring or need, etc.). We will then process the request and contact you with our decision as to whether it is permissible or not.

Q: Am I allowed to sell food?

A: No. Selling of food at Bull Market is not permitted, food must be handed out free of charge and exchange of goods. *IF* food is handed out as a part of tabling, it must follow the guidelines outlined in the rules and regulations. **Food prepared at home is never allowed** (e.g., homemade baked goods, crock pot items, etc.). Contact the Bull Market staff for further clarification.

Q: If I plan to serve food, what must I do?

A: Complete a [Food Release form](#) and submit to Bull Market staff. You are also responsible for adhering to the “General Food Hygiene Rules” found in the Event Safety Manual provided by USF’s Environmental Health & Safety department. You can read more [HERE](#).

Q: Why can’t I use cash at Bull Market?

A: In Accordance with MSC Policy available [HERE](#), handling of cash requires arrangements with University Policy and possibly external security. To make Bull Market accessible and equitable, cash is not allowed.